

**ECF Users Group
May 13, 2002, 10:00 a.m.**

Attending

Name	Firm	E-mail Address
Baker, Cynthia	Mitchell, Rallings, et al.	cbaker@mrsmt.com
Batchelor, Leslie	David R. Badger	lesliebatchelor@carolina.rr.com
Burr, Cecilia	USBC	Cecelia_burr@ncwb.uscourts.gov
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Humphrey, Pam	Chapter 13 Trustee	ch13cha@aol.com
Lowder, Marcelle	Chapter 13 Trustee	mhlowder@aol.com
McBryde, Elaine	Jeff Planer	planerlf@bellsouth.net
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Smith, Sheila	David R. Badger	sheilasmith@carolina.rr.com
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1. Election of officers:

No formal officers were selected. Suggestions were made to form liaison groups consisting of debtor representation, creditor representation and attorneys. Sheila Smith will continue as recording secretary.

2. Establish Meeting Schedule:

The 3-month meeting schedule will continue; however meetings Should be scheduled so as not to conflict with Chapter 13 motions calendar. Suggested that meetings be held on the 2nd or 4th week of the month, but not on a day before motions heard. Teleconferencing with the Asheville Clerk's office was suggested.

3. ECF demonstrations:

Case Upload: Karen Heavner demonstrated the ease of using the new Open Bankruptcy Case Upload feature when filing a Petition. The case info file , Petition, creditor matrix and Chapter 13 Plan files are selected on the same screen and uploaded. The next screen is the ECF stamp showing the petition filed. Credit card payment is assumed based on the attorney information on file. Can't use the upload feature if filling fee to be paid in installments.

Judge Trustee Assignment: Run the Judge Trustee Assignment feature after each upload or at the end of the day. Will help to reduce the volume of e-mail if run.

4. ECF Discussion Topics:

E-Mail: The volume of e-mail continues to plague us. Also discussed was service by paper as well as e-mail. If a party is served electronically, there is no need to send paper. Pam Humphrey noted that she filters her e-mail through her Internet service provider so that she can select which e-mail to read first. She also mentioned the Bankruptcy Noticing Center as another source for service of documents. Information on BNC is available at the Chapter 13 Trustee web site.

Revision of Notice of Filing to include Attorney e-mail address: The pros and cons of including attorney e-mail address on the Notice of Filing were discussed. The most notable negative comment was that inclusion would generate more e-mail. The final decision should be left for an attorney group to decide.

Meeting Adjourned at 11:45 a.m.